

Personnel Absences

Return of Deserters and Absent Without Leave Soldiers to Military Control

This UPDATE printing publishes a revised USAREC pamphlet. Because the entire text has been reorganized, no attempt has been made to highlight changes.

For the Commander:

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Summary. This pamphlet outlines general procedures for processing deserters and absent without leave soldiers who present themselves at United States Army Recruiting Command units for aid in returning to military control.

Applicability. This pamphlet is applicable to all United States Army Recruiting Command units.

Impact on New Manning System. This pamphlet does not contain information that affects the New Manning System.

Suggested improvements. The proponent agency of this pamphlet is the Office of the Director for Personnel. Users are invited to send comments and suggested improvements on DA Form

2028 (Recommended Changes to Publications and Blank Forms) directly to HQ USAREC (RCPER-PM-E), Fort Sheridan, IL 60037-6040.

Distribution. Distribution of this issue has been made in accordance with USAREC Pam 25-30, distribution C.

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1. Purpose

This pamphlet outlines general procedures for processing deserters and absent without leave (AWOL) soldiers who present themselves at United States Army Recruiting Command (USAREC) units for aid in returning to military control.

2. References

- a. Related publications.
 - (1) AR 5-9 (Intraservice Support Installation Area Coordination).
 - (2) AR 190-9 (Military Absentee and Deserter Apprehension Program).
 - (3) AR 630-10 (Absence Without Leave and Desertion).
 - (4) JTR, Volume 1 (Uniformed Service Members).
- b. Related form. DA Form 460 (Provisional Pass).

3. Abbreviations

- a. AWOL — absent without leave.
- b. Rctg Bn — recruiting battalion.
- c. RS — recruiting station.
- d. TR — transportation request.
- e. USAREC — United States Army Recruiting Command.

4. General

Occasionally, deserters or AWOL personnel present themselves at recruiting stations (RS) or other USAREC units for aid in returning to military control. Because the soldier has technically returned to the Army when he or she presents himself or herself at a USAREC unit, his or her safe and speedy return to a military installation has significant military justice ramifications. AR 190-9, paragraph 3-7, details the general responsibilities of recruiting battalion (Rctg Bn) commanders in these circumstances. This pamphlet provides specific guidance for USAREC RS, recruiting company, and Rctg Bn commanders.

5. Procedures

- a. When a deserter or an AWOL soldier presents himself or herself at a USAREC unit the following steps will be taken:
 - (1) Notify the chain of command through Rctg Bn level. The soldier's name, rank, unit, and local address will be included with a description of his or her particular circumstances.
 - (2) Call the nearest military provost marshal office for assistance. The military police are responsible for processing AWOL soldiers back to military control. A copy of boundary lines (extracted from AR 5-9) is provided at figure 1. This map outlines the areas of responsibility for Army AWOL apprehension teams. The telephone numbers of these teams are provided on the map. However, if a different military installation (Army, Navy, Air Force, or Marine Corps) is closer, that installation's provost marshal should be notified first. The AWOL apprehension teams will provide

specific guidance to coordinate the transportation of the AWOL soldier.

(3) Give the soldier an order to return to his or her unit. Provide him or her with a DD Form 460 (Provisional Pass) for the return trip. A sample DD Form 460 is at figure 2. DD Form 460 may be obtained through normal publication supply channels.

NOTE: Copy 2 is retained at the Rctg Bn and copy 3 is forwarded to the soldier's unit commander.

(4) If the soldier is able to pay for his or her own return transportation and meals, he or she must do so. If the soldier cannot afford his or her own transportation to the nearest installation, furnish him or her with the necessary transportation request (TR) and meal tickets, if applicable. Prior approval from the Rctg Bn headquarters is required to use TR and meal tickets normally used for recruiting purposes. If TR and meal tickets are not available, coordinate with the AWOL apprehension representative and the Rctg Bn commander for assistance. Expenses connected with the return of AWOL personnel to military control should be charged to 21X2010, Military Personnel Army Appropriation. The fund cite is: 21X2010 01-C-938 P1510 S99999. If the soldier is transported by USAREC personnel in a Government vehicle, the associated costs of such transportation may also be charged to this appropriation.

(5) Explain to the soldier that the cost of TR and meal tickets eventually will be deducted from his or her pay.

(6) If immediate travel is unavailable, or if the soldier will not return voluntarily to military control, contact the AWOL apprehension representative and the Rctg Bn commander. The AWOL ap-

*This pamphlet supersedes USAREC Pamphlet 630-1, 7 February 1985.

prehension representative will make alternative arrangements directly, or may contact local law enforcement officials for assistance. These local agencies are authorized to receive reimbursement, or reward, up to \$75 per day for interning AWOL personnel.

(7) USAREC personnel are responsible for the security of the AWOL soldier while he or she is within USAREC control. While in the unit area, supervise the AWOL soldier to ensure that he or she does not escape. Give the soldier an order not to leave the building. If possible, the soldier should be ordered to remain in an office without an exterior exit. If the RS or headquarters does not have such an office, place the soldier as far from exits as practicable. If the soldier attempts to leave the building, only the minimum force necessary to restrain him or her may be used. However, at no time may USAREC personnel use force likely to cause serious injury. AWOL soldiers should be segregated from prospects and applicants at all times. USAREC personnel normally will not serve as escorts for returning soldiers. USAREC personnel will not perform escort duty without approval of the Rctg Bn commander or his or her designee.

(8) Complete a detailed memorandum for record explaining the processing of the soldier while he or she was under USAREC control. Forward a copy of the memorandum for record to the Rctg Bn commander and to the AWOL apprehension team upon request. Include the following information:

(a) Soldier's name, rank, unit, local address, and the information surrounding his or her AWOL offense.

(b) The name, rank, and telephone number of the AWOL apprehension representative(s) coordinating the case. Include a summary of the guidance received and the action taken by USAREC personnel.

(c) The date, time, and verbatim language used when ordering the soldier to return to military control. Include the name and rank of the ordering officer or noncommissioned officer and any witnesses.

(d) The name, address, and telephone number of local law enforcement officials involved in the case.

b. If local law enforcement officials contact a USAREC unit for assistance in processing a deserter or AWOL soldier, provide the officials with the telephone number of the nearest military provost marshal. USAREC units should not accept control of such soldiers from civilian authorities without prior approval from the Rctg Bn commander and the nearest AWOL apprehension team.



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|--|-------------------------------------|--------------------------------------|--|
| 1. Fort Belvoir (703) 664-1251 | 10. Fort Devens (617) 796-3512 | 19. Fort Lee 734-2243 | 28. Fort Riley (913) 239-3936 |
| 2. Fort Ben Harrison (317) 549-5355 | 11. Fort Eustis (804) 878-2047 | 20. Fort Leonard Wood (314) 368-2108 | 29. Fort Rucker (205) 255-3890 |
| 3. Fort Benning (404) 545-1148 or 544-4615 | 12. Fort Gordon (404) 791-3231 | 21. Fort Lewis (206) 967-5765 | 30. Fort Sam Houston (512) 221-5662 |
| 4. Fort Bliss (915) 568-2488 | 13. Fort Huachuca (602) 538-1011 | 22. Fort McClellan (205) 238-3439 | 31. Fort Sheridan (708) 926-2404 or 3166 |
| 5. Fort Bragg (919) 396-7211 | 14. Fort Hood (817) 287-5986 | 23. Fort McPherson (404) 752-4209 | 32. Fort Sill (405) 351-5822 |
| 6. Fort Buchanan | 15. Fort Irwin (619) 386-3475 | 24. Fort Meade (301) 677-6552 | 33. Fort Stewart (912) 767-3603 |
| 7. Fort Campbell (502) 798-5402 | 16. Fort Jackson (803) 751-3214 | 25. Fort Monmouth (201) 532-2460 | 34. MDW (202) 693-8681 |
| 8. Fort Carson (303) 579-4497 | 17. Fort Knox (502) 624-3049 | 26. Fort Ord (408) 242-3002 | 35. Presidio of San Francisco (415) 561-2085 |
| 9. Fort Dix (609) 562-5989 | 18. Fort Leavenworth (913) 689-3985 | 27. Fort Polk (318) 535-2500 | |

NOTE: Fort McPherson supports Puerto Rico and the Virgin Islands.

Figure 1. Boundary lines (extract from AR 5-9)

PROVISIONAL PASS		
ISSUED TO AWOL, John W.	SERVICE NO./SSN 000-00-0000	GRADE/RATE PV2
ORGANIZATION HQ Co, USAG, Fort Sheridan		
STATION Fort Dix		
FROM (Location) U.S. Army RS, Anywhere, NJ	TO (Location) Fort Dix, NJ	
ISSUED AT U.S. Army Rctg Bn (USAREC Rctg Bn)	DATE 2 Jan 85	TIME 1500
ISSUED BY (Name, Grade/Rate, Organization) LTC Commander, U.S. Army Rctg Bn (USAREC Rctg Bn)		

FOR BEARER

DD FORM 1 MAR 51 460

REPLACES WD AGO FORM 19-75, 1 JUN 45 WHICH IS OBSOLETE

ORDER:	
<p>The bearer is ordered to proceed by the most direct route on the first available transportation, and to report on arrival to his commanding officer.</p>	
ACKNOWLEDGMENT:	
<p>I hereby acknowledge receipt of the above order. I understand that: (1) refusal or failure to obey this order will subject me to trial by courts-martial, and (2) this order in no way mitigates or terminates the liability for disciplinary action involved in any previous actions by me.</p>	
SIGNATURE /signed/	DATE 2 Jan 85

Figure 2. Sample of a completed DD Form 460